Sanitized Copy Approved for Release 2011/07/20 : CIA-RDP61-00763A000200110098-4

DPD 7373-59

28 October 1959

MEMORANDUM FOR: Acting Chief, DPD-DD/P

SUBJECT: Extension of Maternity Leave Date - [redacted] 25X1

1. It is requested that [redacted] be granted an extension of her maternity leave date from 2 November to 30 November 1959. 25X1

2. This is desired due to her very fine physical condition and the following:

a. The Air Section, at present, is undergoing a complete re-organization of office procedures, files, etc., which greatly adds to the already heavy workload within this Section.

b. One of the other two girls in this Section is leaving us on approximately 2 November 1959. As of this date, there is no replacement for her, nor is there a temporary replacement for [redacted] 25X1

25X1 3. Due to the above stated reasons I feel that this extension for [redacted] is absolutely necessary, and in view of
25X1 the attached letter, I personally feel that [redacted] without any difficulty, could continue her employment for the additional three weeks requested.

4. Forwarded herewith is a letter to the Chief, Medical Staff, from the Acting Chief, DPD-DD/P, requesting the subject extension.

[redacted] 25X1

Chief, Air Support Section
25X1 DPD-DD/P

DPD/AS/[redacted]:clh
Distribution:
Orig. and 1 - Addressee; 1 - DPD/PERS
2 - DPD/AS ; 1 - DPD/RI

Sanitized Copy Approved for Release 2011/07/20 : CIA-RDP61-00763A000200110098-4